SS 44 (Rev. 12/07)

# **CIVIL COVER SHEET**

The JS 44 civil cover sheet and the information contained herein neither replace nor supplement the filing and service of pleadings or other papers as required by law, except as provided by local rules of court. This form, approved by the Judicial Conference of the United States in September 1974, is required for the use of the Clerk of Court for the purpose of initiating the civil docket sheet. (SEE INSTRUCTIONS ON THE REVERSE OF THE FORM.)

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I. (a) PLAINTIFFS				DEFENDANTS					
Connie Titchenell				Apria Healthcar E. Greenleaf	re Group,	Inc., Norma	n C. Paysor	າ and D	Daniele E
(b) County of Residence	e of First Listed Plaintiff	Delaware County		County of Residence	of First Liste	d Defendant	Orange Co	ountv	
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## Case 2:11-cv-00563-JD Document 1 Filed 01/26/11 Page 2 of 20

#### UNITED STATES DISTRICT COURT

FOR THE EASTERN DISTRICT OF PENNSYLVANIA — DESIGNATION FORM to be used by counsel to indicate the category of the case for the purpose of assignment to appropriate calendar. 315 Stratford Road, Glenolden, PA 19036 Address of Plaintiff: 26200 Enterprise Court, Lake Forest, CA 92630 Address of Defendant: 678 Elmwood Avenue, Sharon Hill, PA 19079 Place of Accident, Incident or Transaction: (Use Reverse Side For Additional Space) Does this civil action involve a nongovernmental corporate party with any parent corporation and any publicly held corporation owning 10% or more of its stock? UNKNOWN (Attach two copies of the Disclosure Statement Form in accordance with Fed.R.Civ.P. 7.1(a)) Yes 🗆 No□ Does this case involve multidistrict litigation possibilities? No Yes□ RELATED CASE, IF ANY: Case Number: \_ Judge Date Terminated: Civil cases are deemed related when yes is answered to any of the following questions: 1. Is this case related to property included in an earlier numbered suit pending or within one year previously terminated action in this court? 2. Does this case involve the same issue of fact or grow out of the same transaction as a prior suit pending or within one year previously terminated action in this court? Yes No KK 3. Does this case involve the validity or infringement of a patent already in suit or any earlier numbered case pending or within one year previously terminated action in this court? 4. Is this case a second or successive habeas corpus, social security appeal, or pro se civil rights case filed by the same individual? Yes No kok CIVIL: (Place ✓ in ONE CATEGORY ONLY) A. Federal Question Cases: B. Diversity Jurisdiction Cases: 1. ☐ Indemnity Contract, Marine Contract, and All Other Contracts 1. ☐ Insurance Contract and Other Contracts 2. D FELA 2. 

Airplane Personal Injury 3. □ Jones Act-Personal Injury 3. 

Assault, Defamation 4. □ Antitrust 4. □ Marine Personal Injury 5. Patent 5. Motor Vehicle Personal Injury 6. □ Labor-Management Relations 6. □ Other Personal Injury (Please specify) 7. D Civil Rights 7. Products Liability 8. ☐ Habeas Corpus 8. 

Products Liability — Asbestos 9. □ Securities Act(s) Cases 9. □ All other Diversity Cases 10. □ Social Security Review Cases (Please specify) 11. ₩xAll other Federal Ouestion Cases (Please specify) ARBITRATION CERTIFICATION (Check Appropriate Category) , counsel of record do hereby certify: □ Pursuant to Local Civil Rule 53.2, Section 3(c)(2), that to the best of my knowledge and belief, the damages recoverable in this civil action case exceed the sum of \$150,000.00 exclusive of interest and costs; Relief other than monetary damages is sought. DATE: Attorney-at-Law Attorney I.D.# NOTE: A trial de novo will be a trial by jury only if there has been compliance with F.R.C.P. 38. I certify that, to my knowledge, the within case is not related to any case now pending or within one year previously terminated action in this court except as noted above. 1/25/2011 Frank Schwartz, Esquire 52729 DATE: Attorney-at-Law Attorney I.D.#

CIV. 609 (6/08)

# IN THE UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF PENNSYLVANIA

# **CASE MANAGEMENT TRACK DESIGNATION FORM**

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**FAX Number** 

E-Mail Address

(Civ. 660) 10/02

Telephone

## **APPENDIX G**

# UNITED STATES DISTRICT COURT EASTERN DISTRICT OF PENNSYLVANIA

Connie Titchen	ell					
		· :				
	V.	: Civil Action				
	re Group, Inc., on and Daniele E. Green	: No:				
	DISCLOSURE	STATEMENT FORM				
Please check	cone box:					
UNKNOWN	, in the above listed civil ac	orate party, Apria Healthcare Group, Inc. tion does not have any parent corporation and at owns 10% or more of its stock.				
UNKNOWN	, in the above listed civil ac	orate party, Apria Healthcare Group, Inc. tion has the following parent corporation(s) and that owns 10% or more of its stock:				
1/25/2011 Sant						
Date		Signature				
	Counsel for:	Plaintiff, Connie Titchenell				
Federal Rule	of Civil Procedure 7.1 Di	sclosure Statement				
(a)		. A nongovernmental corporate party must file				
	two copies of a disclosure s (1) identifies any parent owning10% or more	corporation and any publicly held corporation				
	(2) states that there is n	o such corporation.				
(b) T <sub>IM</sub>	1E TO FILE; SUPPLEMENTAL F	ILING. A party must:				
` ,	(1) file the disclosure sta	atement with its first appearance, pleading, ponse, or other request addressed to the court;				
		emental statement if any required information				

## UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF PENNSYLVANIA

CONNIE TITCHENELL : CIVIL ACTION

315 Stratford Road

v.

Glenolden, PA 19036 : NO.

APRIA HEALTHCARE GROUP, INC.

26200 Enterprise Court

Lake Forest, CA 92630 and

NORMAN C. PAYSON

26200 Enterprise Court Lake Forest, CA 92630

and : JURY TRIAL DEMANDED

DANIELE E. GREENLEAF

26200 Enterprise Court : Lake Forest, CA 92630 : :

## **COMPLAINT**

Plaintiff, Connie Titchenell, on behalf of herself and all other similarly situated employees of Defendants, by and through her undersigned counsel, Lamm Rubenstone LLC, by way of Complaint against defendants APRIA Healthcare Group, Inc., Norman C. Payson and Daniele E. Greenleaf hereby avers as follows:

### **INTRODUCTION**

- 1. This is an action pursuant to the Fair Labor Standards Act of 1938, as amended, 29 U.S.C. §201. et seq. ("FLSA") to recover unpaid overtime compensation and liquidated damages owed to Plaintiff and those similarly situated to Plaintiff.
- 2. During the three years prior to the filing of this action ("Liability Period)

  Defendants had a policy and/or pattern and practice of requiring and/or
  permitting Plaintiff and other non-exempt employees to work in excess of

- forty (40) hours in each workweek without paying them time and one half of their regular rate of pay as required by the FLSA.
- 3. Pursuant to §216(b) of the FLSA Plaintiff seeks overtime compensation for "off the clock" work, liquidated damages, post judgment interest and attorney's fees and costs from Defendants on her own behalf and on behalf of all other similarly situated employees of Apria Healthcare Group, Inc. ("Apria").
- 4. Subsequent to the filing of this action Plaintiff may request this Court to authorize concurrent notice to all Apria employees similarly situated to Plaintiff who are or were employed during the Liability Period, informing them of the pendency of this action and their right, pursuant to §216(b) of the FLSA, to opt into this lawsuit.

## **PARTIES, JURISDICTION AND VENUE**

- 5. Plaintiff, Connie Titchenell ("Ms. Titchenell") is an adult citizen of the Commonwealth of Pennsylvania with residence located at 315 Stratford Road, Glenolden, Pennsylvania 19036. At all times material hereto, Ms. Titchenell was an employee of Apria.
- 6. Defendant, Apria, is a Delaware for profit corporation with a principal place of business located at 26200 Enterprise Court, Lake Forest, California 92630. At all times material hereto, Apria was a provider of home healthcare products and services, conducting business in all fifty states.
- 7. Defendant, Norman C. Payson ("Mr. Payson") is, upon information and belief, an adult citizen of the State of California with a business address of 26200

Enterprise Court, Lake Forest, California 92630. At all times material hereto, Mr. Payson was the Chief Executive Officer ("CEO") of Apria.

- 8. Defendant, Daniel E. Greenleaf ("Mr. Greenleaf") is, upon information and belief, an adult citizen of the State of California with a business address of 26200 Enterprise Court, Lake Forest, California 92630. At all times material hereto, Mr. Greenleaf was the Chief Operating Officer ("COO") of Apria.
- 9. This Court has original jurisdiction over plaintiff's FLSA claim pursuant to 28 U.S.C. §1331 and 1337, and supplemental jurisdiction over plaintiff's state law claims pursuant to 28 U.S.C. §1367.
- 10. Venue is proper in this District pursuant to 28 U.S.C. §1391(b)(2) and §1391(c) as substantial events giving rise to plaintiff's claims occurred within this District and/or occurred while the corporate defendant resides within this District.

# **BACKGROUND FACTS**

- 11. Ms. Titchenell was hired by Apria on or about May 6, 1996 to work as a receptionist at APRIA's branch office located at 678 Elmwood Avenue, Sharon Hill, Pennsylvania 19079.
- 12. On or about May, 2007, Ms. Titchenell was promoted to the position of Customer Service Specialist. At all times material hereto, and in her capacity as a Customer Service Specialist Ms. Titchenell performed non-exempt duties.
- 13. On or about January 14, 2008, Ms. Titchenell received a Performance Appraisal which, *inter alia*, rated her as "meets expectations" with respect to productivity. A true copy of said Performance Appraisal is attached hereto as Exhibit "A."

- 14. On or about March, 2009, Ms. Titchenell's direct supervisor, Susan Dixs ("Ms. Dixs") and the branch manager, John Dorais ("Mr. Dorais") complained to Ms. Titchenell that she was not being productive enough in her position as Customer Service Specialist.
- 15. On or about March, 2009, and in direct response to the complaints of lack of productivity by Dixs and Dorais, Titchenell began working "off the clock" an additional ten to fifteen hours per week in order to service the number of customers demanded by Dixs and Dorais.
- 16. Ms. Titchenell's ten to fifteen extra hours work per week was "off the clock" because Apria had a company wide policy, pattern or practice of no overtime work unless approved by management, yet the only way that Ms. Titchenell could complete the amount of work demanded by management was to work extra hours. Accordingly, Ms. Titchenell would clock out at 5:00 P.M. but remain working at her desk until approximately 7:30 P.M.
- 17. Both Ms. Dixs and Mr. Dorais were fully aware that Ms. Titchenell was working off the clock as they would regularly observe her at work after hours and neither had approved any overtime pay for Ms. Titchenell.
- 18. Despite working ten to fifteen overtime hours per week, Ms. Titchenell was paid only for her forty hours of clocked time per week.
- 19. On or about July 12, 2010, Ms. Titchenell received a Performance Appraisal wherein Titchenell was rated as "needs improvement" with respect to Productivity/Quantity of Work. A true copy of this Performance Appraisal is attached hereto as Exhibit "B."

- 20. As a result of receiving the Performance Appraisal attached hereto as Exhibit "B," and with the full knowledge of Dorais and Dix, Ms. Titchenell continued to work approximately ten to fifteen hours per week "off the clock" in order to meet the productivity demands of Mr. Dorais.
- 21. On or about June 30, 2010, Ms. Titchenell suffered a work place injury which temporarily affected the quantity of work that she could perform per hour.
- 22. Despite knowing that Ms. Titchenell had suffered a work place injury which affected the amount of work she could perform, Ms. Dixs continued to complain about Ms. Titchenell's lack of productivity. Accordingly, Ms. Titchenell continued to work off the clock in an attempt to satisfy the demands of Ms. Dixs for increased productivity.
- 23. On or about September 22, 2010, Ms. Titchenell was asked to meet with Dorais and Dixs. At this meeting Ms. Titchenell was terminated without ever receiving a letter of termination or any formal exit interview. At this meeting Ms. Titchenell was told that the reason for her termination was her lack of productivity.

# COUNT I - VIOLATION OF THE FAIR LABOR STANDARDS ACT 29 U.S.C.A. §201 et. seq.

#### Plaintiff v. Apria

- 24. Plaintiff hereby incorporates by reference each and every allegation set forth in paragraphs 1 through 23 above, as if fully set forth at length herein.
  - 25. Apria is an employer within the meaning of §203(d) of the FLSA.
- 26. Ms. Titchenell is an employee within the meaning of §203(e)(1) of the FLSA.

27. Ms. Titchenell is a non exempt employee pursuant to §213 of the FLSA. Accordingly, she is subject to §207(a)(1) of the FLSA which states:

No employer shall employ any of his employees... for a work week longer than forty hours, unless such employee receives compensation for his employment... at a rate not less than one and one half times the regular rate at which he is employed.

- 28. At the time of her termination plaintiff's regular rate of pay was \$15.30 per hour.
- 29. Apria's repeated demands that plaintiff work in excess of forty hours per week without receiving overtime pay evidences a willful violation of §207(a)(1) of the FLSA.
- 30. Section 211(c) of the FLSA requires all employers to keep accurate records of the wages and hours worked by each and every employee.
- 31. Upon information and belief, Apria's records do not accurately reflect the off the clock hours worked by Ms. Titchenell. Apria's failure to keep accurate records of hours worked is a willful violation of §211(c) of the FLSA.

WHEREFORE, plaintiff, Connie Titchenell, for herself and those similarly situated, hereby demands judgment in her favor and against defendant Apria Healthcare Group, Inc. for compensatory damages, liquidated damages, attorneys' fees and costs, punitive damages and such other further relief as this Court deems just and appropriate.

# COUNT II – VIOLATION OF THE PENNSYLVANIA MINIMUM WAGE ACT 43 P.S. §333.101 et seq.

# Plaintiff v. Apria

- 32. Plaintiff hereby incorporates by reference each and every allegation set forth in paragraphs 1 through 31 above, as if fully set forth at length herein.
- 33. Apria is an employer as defined in §333.103(g) of Pennsylvania Minimum Wage Act of 1968, 43 P.S. §333.101 *et seq.*, ("MWA").
  - 34. Plaintiff is an employee as defined in §333.103(h) of the MWA.
- 35. Section 333.104(c) of the MWA provides that "overtime not less than one and one half times the employee's regular rate..." shall be paid to all employees working in excess of forty hours per week.
- 36. Section 333.108 of the MWA requires that all employers keep a "true and accurate record of the hours worked by each employee and the wages paid to each employee...."
- 37. As set forth above, Apria has willfully violated §333.104(c) of the MWA by failing to pay Ms. Titchenell overtime wages for hours worked in excess of forty hours per week.
- 38. As set forth above, Apria has willfully violated §333.108 of the MWA by failing to keep true and accurate records of the hours worked by Ms. Titchenell.

WHEREFORE, plaintiff, Connie Titchenell, for herself and those similarly situated, hereby demands judgment in her favor and against defendant Apria Healthcare Group, Inc. for compensatory damages, liquidated damages, attorneys' fees and costs and such other further relief as this Court deems just and appropriate.

# III – VIOLATION OF PENNSYLVANIA'S WAGE PAYMENT AND COLLECTION LAW 43 P.S. §260.1 et seq.

## Plaintiff v. All Defendants

- 39. Plaintiff hereby incorporates by reference each and every allegation set forth in paragraphs 1 through 38 above, as if fully set forth at length herein.
- 40. Apria is an employer within the meaning of §260.2(a) of Pennsylvania's Wage Payment and Collection Law, 43 P.S. §260.1 *et seq.*, ("WPCL").
- 41. As an officer of Apria, defendant Payson is an employer within the meaning of the WPCL and can be found individually liable for any violation thereof.
- 42. As an officer of Apria, defendant Greenleaf is an employer within the meaning of the WPCL and can be found individually liable for any violation thereof.
- 43. Upon information and belief, Payson and Greenleaf, in their respective capacity as CEO and COO of Apria were instrumental in the formulation, implementation and/or continuation of Apria's company-wide policy, pattern and practice with respect to the non-payment of overtime wages and the inaccurate record keeping of employees' wages and hours as set forth above.
- 44. Upon information and belief Payson and Greenleaf have had certain minimum contacts with the Commonwealth of Pennsylvania in furtherance of their business interests within Pennsylvania.
- 45. Pursuant to §260.3 of the WPCL, over time wages must be paid to eligible employees in the next succeeding regular pay period.
- 46. Pursuant to §260.7 of the WPCL "no provision of this Act shall in anyway be contravened or set aside by private agreement."

47. As set forth above, Apria's failure to pay overtime wages to plaintiff in

each of her pay periods when overtime hours were worked is a willful violation of the

WPCL.

48. As officers of Apria, defendants Payson and Greenleaf are individually

liable for any and all willful violations of the WPCL.

49. Pursuant to §260.9 of the WPCL plaintiff is entitled to compensatory

damages and recovery of reasonable attorneys' fees and costs.

50. Pursuant to §260.10 of the WPCL plaintiff is entitled to liquidated

damages.

WHEREFORE, plaintiff, Connie Titchenell, for herself and those similarly

situated, hereby demands judgment in her favor and against defendants, Apria Healthcare

Group, Inc., Norman C. Payson and Daniel E. Greenleaf for compensatory damages,

liquidated damages, reasonable attorneys' fees and costs and such other further relief as

this Court may deem just and appropriate.

**DEMAND FOR JURY TRIAL** 

Plaintiffs hereby demand a trial by jury on all issues for which a right to jury trial

exists.

Respectfully submitted,

LAMM RUBENSTONE LLC

Date: 1/25/11

By:

Frank Schwartz, Esquire Attorneys for Plaintiff

Attorneys for Plaintiff

3600 Horizon Blvd., Suite 200

Trevose, PA 19053

215-638-9330

EXHIBIT "A"



# Performance Appraisal – Introductory Period

Name: Connie Titchenell	Locatio	n: <u>S</u> t	naron Hi	II, PA - CC#6423
Social Security Number:	Supervi	isor: _	John Do	orais
Position: Customer Service Specialist	Date of	Hire:	05/06/1	1996 Appraisal Date: 01/14/2008
l. Emplo	oyee	Ratir	ng	
	T	pectation		Comments
	Exceeds	Meets	Below	
Communication: Communicates effectively both verbally and in writing with others inside and outside the organization; selects appropriate means of communication; questions to seek clarification and understanding; maintains confidentiality; listens		⊠		Connie contributes on a daily basis.
actively to others; conveys appropriate information to others.				
Customer Service: Takes the initiative to meet internal and external customer needs in a timely and courteous manner; maintains a high level of customer satisfaction.		×		Works well w/pt.'s & referrals to meet their requests and needs.
Dependability/Reliability: Consider record of attendance and		Ø		Meets expectations.
punctuality; meets work schedules and fulfills job responsibilities and commitments; follows tasks through to completion and ensures success; accepts responsibility for actions and				
decisions; adapts quickly to job or organizational changes.				
Interpersonal/Teamwork: Establishes and maintains good working relationships; shows respect and concern for the feelings of others; interfaces effectively with all levels of the organization; focuses on situations rather than personalities in	×			Works well w/all parts of the SH team.
relating to others; works cooperatively within a group; accepts constructive feedback.			:	
Job/Business/Organizational Knowledge: Understands applicable company and department policies/procedures, as well as relevant industry requirements and standards; keeps current on developments that impact job responsibilities;		×		Will improve over time w/more training.
considers impact of actions on other parts of the organization; ensures that organizational and departmental standards are integrated into results.				
Problem Solving: Displays good judgement; takes the initiative rather than waiting to be told; makes practical suggestions;		Ø		Always seeks answers to issues that arise each day.
learns from past experiences and uses those insights to handle new situations effectively; defines problems logically and develops appropriate solutions; uses creative approaches.		!		
Productivity: Produces appropriate volume of acceptable work under normal conditions and achieves desired results.		Ø		Meets expectations.
Time Management: Completes appropriate amount of work in a timely fashion without jeopardizing quality; uses time effectively to consistently accomplish objectives and meet deadlines; organizes workload for requirement of job; sets priorities and discriminates between important and unimportant matters; anticipates needs/problems; maintains attention to detail.		⊠		Meets expectations.
	1	]		

	II. Appraisal Overview	<u> </u>
What are the employee's strengths?	Personable with patients & referrals. Connie also is positive & knowledgable in specific areas, especially	Enteral.
suenguis?		
What are the employee's	Connie needs enhancement on ACIS, C/S skill in relation to CCM & coverage knowledge (Dx, equip.)	
development needs?		4 2
		·
What training is being provided to help the	On-line training needs to be established with Connie's schedule. Will seek area courses being held to he ner skill sets.	elp strengthen
employee develop?		
	II. Objectives for Annual Performance Appraisal	
	(Must be completed for exempt employees; optional for non-exempt employees)	
Weight (%)	Objective	Target Date
33 % ACIS on-line traini	ng. This will develop Connie's strengths & make her stronger in CS.	03/31/2008
33 % Equip/Dx training o	n-line. Again, will enhance Connie's skills.	03/31/2008
33 % CCM on-line trainin		
33 % CCIVI On-line trainin	g. This will give Connie the knowledge to be compliant on Apria requirements.	03/31/2008
<u> </u>	IV Francisco Communication	
	IV. Employee Comments	·
•		51.

	V.	Signatures	
Morais	1/14/68	Mully	1/14/00
Supervisor Signature	Date	Employee Signature	/ / / / // // Dake
( )			

# EXHIBIT "B"



# Job Related Skills - Non-Exempt

Rate the employee on each job related skill and add comments to support each rating. Comments should be provided to support the rating in each category, and are particularly important to support ratings other than Achieves Expectation (3) and Achieves Expectation + (3.5).

Ratings must be numeric - see rating tab above for the rating descriptions.

(80% of Total Score)

RATING	DESCRIPTION
U .	(1) Unsatisfactory
U+	(1.5) Unsatisfactory +
N	(2) Needs Improvement
N+	(2.5) Needs Improvement +
Α	(3) Achieves Expectations
A+	(3.5) Achieves Expectations +
E	(4) Exceeds Expectations
E+	(4.5) Exceeds Expectations +
0	(5) Outstanding

Job Knowledge: The employee demonstrates a clear understanding of job and is proficient in all required skills. The employee also completely understands company policy and procedure and is within regulatory compliance.

#### John Dorais:

Rating: 2 - N

#### Please enter comments below:

Connie still struggles with Intakes - have suggested more on-line training to enhance skills but she has not followed this advice.

Productivity/Quantity of Work: The employee demonstrates speed and timeliness in daily activities and projects as assigned. Regular production volume is consistent and employee demonstrates good time management skills.

#### John Dorais:

Rating: 2 - N

#### Please enter comments below:

Has shown improvement over the past 30 days but still does not meet expectations on a daily basis.

Quality of Work: The employee demonstrates a high degree of accuracy and due diligence. Work area is neat and clutter free. Employee adheres to current company policy and procedure while demonstrating a high degree of attention to detail.

John Dorais:

3 of 7	2009 Performance Appraisal Review - Nonexempt
7/12/2010	Concetta Titchenell



Rating: 2 - N

#### Please enter comments below:

Connie still makes errors where a person of her experience should overcome, needs to enroll in more training to raise skill set.

Customer Service: Employee demonstrates a drive to exceed current customer service expectations and desires to achieve complete customer satisfaction. Employee conveys a professional attitude towards our clients with a customer-first approach.

John Dorais:

Rating: 3.5 - A+

Please enter comments below:

Always pleasant with patients and referrals. Has best interest of patinet in mind all the time.

Interpersonal Communication/Teamwork: The employee establishes and maintains good rapport and working relationship with fellow colleagues. The employee demonstrates a sense of cooperation and contributes accordingly to team efforts.

John Dorais:

Rating: 3 - A

Please enter comments below:

Connie always lets her concerns, questions or issues be known to address in a timely manner.

Dependability and Reliability: The employee demonstrates a high degree of consistency and reliability when meeting work schedules; absenteeism is minimal even during unusual or emergency situations. The employee adapts quickly to organizational and/or job changes.

John Dorais:

Rating: 3 - A

Please enter comments below:

Has improved tardiness - was issue, but has overcome.



# **Overall Summary of Performance**

Enter the overall summary of the employees performance.

Enter the overall summary of the employees performance.

#### John Dorais:

#### Comments:

Connie has a positive interaction with our patients and referrals, but still lacks in her Intake productivity. She has shown improvement in the past 30 days, but needs to be consistent and become the "go to" person in the department for questions and solutions. Increasing her knowledge through use of the Apria Training network will enchance those skills.